



OFFICE OF
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FOR SALT LAKE COUNTY



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May 4, 2001

Salt Lake County Council
2001 South State Street, N2200
Salt Lake City, Utah 84910

Attention: Marvin L. Hendrickson, Chair

Re: Amended Salt Lake County Countywide Policy on
Vendor-Paid Expenses for Employee Travel (Policy 1021)

Dear Council Members:

Pursuant to the Council's instructions, I have redrafted the proposed Policy 1021. It now allows each elected official to grant exceptions subject to receipt of an opinion from the District Attorney's Office that the proposed exception is not violative of any county ordinance or state statute and, further, that a copy of the request for exception from the policy be filed in the office of the County Mayor. It has been approved as to form by this office and is accordingly forwarded to you for further action.

Sincerely,

KARL L. HENDRICKSON
Chief Deputy District Attorney
Civil Division
Telephone: (801) 468-2657

Enclosure

pc: David Marshall
rt.wpfiles 2001letters

SALT LAKE COUNTY
COUNTY-WIDE POLICY
ON
VENDOR-PAID EXPENSES FOR EMPLOYEE TRAVEL

Purpose -

To prevent the direct or indirect creation of a conflict of interest between a purveyor of goods or services (vendor) and any person representing and receiving compensation from Salt Lake County.

Policy -

1.0 It is the policy of the County, in order to prevent any situation from creating a conflict of interest, either expressed or implied, that no elected official, appointed or merit-covered employee, nor any person representing the County and receiving compensation therefrom shall travel inside or outside the state of Utah at the expense of any past, present, or future purveyor of goods or services (vendor) to any office, department, division, section or agency of Salt Lake County.

1.1 Definitions

For the purpose of definition, the term "expense" shall include, but not be limited to, the following:

- a. commercial air, train or bus fare or equivalent private conveyance,
- b. automobile mileage reimbursement, and
- c. any type of commercial, corporate or privately-owned lodging accommodations.

2.0 Exceptions

2.0 Exceptions

Exceptions to Section 1.0 may be granted by the responsible elected official for good cause shown and upon receipt of the legal opinion set out in Section 2.2.

2.1 Definitions

For purposes of definition, the term "good cause shown" shall include and require, but not be limited to, the following:

- a. a written explanation justifying such an exception.
- b. a written disclosure of all the facts associated with the matter, and
- c. receipt of a legal opinion from the District Attorney that the exception would not be violative of any provision of County ordinance or state law.

2.2 No exception shall be granted in any circumstance which would violate the prohibitions of Salt Lake County Ordinance 2.81.030, or any other provision of the ordinances of Salt Lake County or state law. It shall be

the duty of each elected official, appointed or merit covered employee, or person representing Salt Lake County to be aware of the provisions of Utah law and the ordinances of Salt Lake County and to not seek an exception which would violate any provisions thereof. Each elected official seeking an exception shall provide a statement of good cause and request for exemption to the office of the District Attorney and request an opinion with respect to whether the exception is violative of any provision of Utah law or Salt Lake County ordinance.

2.3 Each elected official, other than the County Mayor, upon requesting the legal opinion identified in 2.2 above, shall forward a copy of the request to the County Mayor. The District Attorney shall send a copy of each legal opinion relating to a request for exception to the County Mayor for filing. The County Mayor shall maintain a file of all statements of good cause and requests for exceptions received or originated by her and the associated legal opinions.

APPROVED AND PASSED THIS 8 day of May, 2001.
SALT LAKE COUNTY COUNCIL

ATTEST:
Sherrie Swenson
Sherrie Swenson, County Clerk

Marvin Hendrickson
Marvin Hendrickson, Chair

APPROVED AS TO FORM
Salt Lake County District Attorney's Office
By [Signature]
Deputy District Attorney
Date 5/4/01